CITY OF CHARLES TOWN
CITY COUNCIL
AGENDA • AUGUST 17, 2026

Regular Session **COUNCIL CHAMBERS** **7:00 PM**
101 E Washington Street, Charles Town, WV 25414

CALL TO ORDER

1. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

2. APPROVAL OF MINUTES

: **2026-1819:** City Council Workshop Minutes - June 15, 2026
City Council Workshop Meeting Minutes - June 15, 2026 - draft.pdf

: **2026-1820:** City Council Meeting Minutes - June 15, 2026
City Council Meeting Minutes - June 15, 2026 - draft.pdf

: **2026-1821:** City Council Meeting Minutes - July 20, 2026
City Council Meeting Minutes July 20, 2026 - draft.pdf

: **2026-1833:** City Council Workshop Minutes - August 1, 2026
City Council Workshop Minutes August 1, 2026 - draft.pdf

: **2026-1834:** City Council Special Meeting Minutes - August 1, 2026
City Council Special Meeting Minutes August 1, 2026 - draft.pdf

3. PUBLIC COMMENT

4. WARD REPORTS

5. MAYOR'S REPORT

: **2026-1822:** Mayor's Report - August 17, 2026

: **2026-1845:** A Proclamation Honoring the Retirement and Distinguished Career of Patricia Kelican

6. COMMITTEE REPORTS

: **2026-1823:** Finance Committee Meeting - August 11, 2026
Aug Finance Minutes 2026.pdf

: **2026-1824:** Charles Town Board of Parks and Recreation Report - August 13, 2026

7. CITY MANAGER REPORT

: **2026-1825:** City Manager Report - August 17, 2026
August 17 2026.pdf
Building Permit Data PDF.pdf

8. POLICE CHIEF REPORT

9. UNFINISHED BUSINESS

10. NEW BUSINESS

: **2026-1811:** TXA2026-01: Text Amendment - Old Town Mixed-Use Commercial Automotive Uses - First Read
Staff Report.pdf

: **2026-1812:** BR2026-05 - Bond Initiation - Augustine Manor
1. Staff Report.pdf
2. Application.pdf
3. Estimate.pdf
4. KH Review.pdf
5. Performance Bond.pdf
6. Bond Agreement.pdf

: **2026-1813:** BR2026-06 - Bond Initiation - Thomfair Storage Facility
1. Staff Report.pdf
2. Application.pdf
3. Estimate.pdf
4. KH Review.pdf
5. Bond Agreement.pdf

: **2026-1817:** Tree Removal from Sidewalk
419 E Liberty tree removal request.pdf

: **2026-1826:** Charles Town Tree Board Appointment - Term Ending December 2027
Mr. Greg Vickers.pdf
Boards and Commissions Application - 2025 Mr. Mitchell.pdf

: **2026-1837:** Interim City Manager Stipend - Possible Executive Session

: **2026-1838:** City Manager Advertisement and Recruitment Process

: **2026-1839:** FY2027 General Fund Revision #2
FY 2027 GF Revision #2.pdf

: **2026-1840:** FY2027 Capital Budget Revision #1
FY 2027 Capital Budget 1st Revision.pdf

: **2026-1841:** Cloud Data Storage Discussion
Charles Town PD - NTP 08112026.pdf
QUOTE - 3745884 - Charles Town - Cloud Migration.pdf
PremisevsCloud_Tek-Advisors.pdf

: **2026-1842:** Resolution to Adopt Employee Benefits Plan and ERISA Wrap Summary Plan Description
Resolution to Adopt the 26 WRAP Document.pdf
The City of Charles Town Wrap 26.pdf

11. REFERRALS TO COMMITTEES/COMMISSIONS

: **2026-1844:** Referral to Ordinance Committee - Article 201 Citations for External

Sanitation Violations and Common Nuisance Violations, Article 1101 Nuisances, and Article 1705 West Virginia State Building Code
Ord. #2021-003 - Article 201 - Citations for External Sanitation Violations and Common Nuisance Violations.pdf
Ord. #2021-004 - Article 1101 Nuisances.pdf
Ord. 2024-001 Article 1705 - WV State Building Code Signed -2024.pdf

12. APPROVAL OF BILLS

: **2026-1828:** Payment of Bills - August 17, 2026
COAL SEVERANCE COUNCIL REPORT 2026-08-17.pdf
CAPITAL RESERVE COUNCIL REPORT 2026-08-17.pdf
PARKS N REC COUNCIL REPORT 2026-08-17.pdf
COUNCIL REPORT PCARD 8-17-26.pdf
GEN FUND COUNCIL REPORT 2026-08-17(2).pdf

13. ADJOURNMENT

14. INFORMATION ONLY - NEXT MEETING, Tuesday, September 8, 2026, at 7:00PM

: **2026-1830:** Federal Transportation Funding Letters to WV Representatives - Signed
Transportation Letters to Representatives - signed.pdf

: **2026-1831:** Letter of Support for Jefferson County Community Ministries - Signed
Letter of Support for JCCM - ARC Inspire Grant.pdf

: **2026-1832:** School Resources Officer Agreement - Signed
Resolution 2026-006 SRO.pdf

: **2026-1835:** Article 522 Private Outdoor Designated Area (PODA) - signed
2026-002 - Article 522 Private Outdoor Designated Area (PODA) - signed.pdf

: **2026-1836:** Article 1759 Vacant Buildings - signed
2026-003 - Article 1759 Vacant Buildings - signed.pdf

: **2026-1843:** FY2027 General Fund Revision #1
FY 2027 GF Revision #1.pdf

: **2026-1846:** May and June CTPD Statistical Reports
Macy 2026 CTPD Stats.pdf
June 2025 CTPD Stats.pdf

15. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at: https://www.charlestownwv.us/government/agendas_minutes.php